

DRAFT MEETING NOTES
Alaska TRCC Meeting
October 23, 2008
AST's Conference Room
5700 Tudor Road, Anchorage
1:30 p.m. – 4:30 p.m.

Attendees:

- Kat Peterson, AST
- Ulf Petersen, DOT&PF
- Ron Perkins, AIPC
- Shirley Wise, NHTSA
- Cindy Cashen, AHSO, DOT&PF
- Carl Gonder, DOT&PF
- Diane Schenker, Courts
- Ron Martindale, DOT&PF
- Tony Piper, ASAP
- Joanna Bradford, AHSO, DOT&PF

On the phone

- Dave Brower, Dept of Law

I. Internal Committee Business

a. Approval of meeting notes from our Sep. 24 meeting

There were no objections to the notes which were approved by consensus.

b. 2008 bylaws revision (Ulf)

There were no objections to the proposed revision adding David Brower as the Department of Law representative.

c. Doodle calendar (Ulf)

The majority of the present committee members supported continuing to use this method to schedule our meetings.

d. Other Items

Cindy and Shirley Wise gave a summary of the DUI Assessment.

II. Updates on Action Items from Previous Meetings

a. 13 AAC 02 vs. 13 AAC 03 (Ulf)

Both are needed because the bail amounts are not equal. The commercial vehicle bail amounts are sometimes higher than the non commercial vehicle amounts. If the bail amount is the same in both, court appearance is mandatory in the commercial offense.

Diane is now taking over this project and will meet with others to decide what needs to be changed.

b. Collaborative Statewide Governance (CSG) for Criminal Justice and Highway Safety Data Sharing (Ulf)

This is the “Policy Oversight Committee”. They met on September 29th. Ulf attended the meeting. They discussed the draft charter and made revisions. The name of the committee is now the **Collaborative Statewide Governance (CSG) for Criminal Justice and Highway Safety Data Sharing**. They agreed that they would need subject matter experts to participate in these meetings, so don’t be surprised if you receive a request to participate. The CSG voted to not have director level membership, but department level membership. The public defender’s office is involved in this group. The CSG will be over the ATRCC, TraCS, and MAJIC, and will provide oversight. They don’t want to give us projects, but are there to help with problems.

- They want status reports of action items that they have given us. If you are responsible for an action item, be prepared to give a status report.
- They will tell us, “we want you to do this”, and then at the next meeting they will want to hear what we have done.
- The conclusion that the CSG had about the traffic records coordinator, was that we should pursue this. They want us to write a job description and a recommendation for possible funding sources.
- AHSO could fund a portion of this position, but would want it to be in the AHSO.
- The CSG voted that they do not support the traffic records assessment recommendation that AS 28.35.080 be revised to mandate that law enforcement be responsible for investigation of crashes.
- We need to be careful what we send up to them. They can quickly dispose of a matter, or require us to do a lot more work. We need to provide really well done presentations on subject matters we forward for their consideration.
- The CSG has directed us to prepare a presentation on the proposed central state repository of traffic offenses, including a recommendation for possible funding sources.
- Re. the policy issue about leadership support for transition plans to ensure that important institutional knowledge in the area of crash data is not lost when the few agency experts retire: Jeff Ottesen will look into this issue, and Jack Stickel will write a presentation on what is being done and what needs to be done.
- Ulf has been tasked to ensure that action items for the TRCC are discussed and that responses are drafted as soon as possible.

c. Cindy to send HSP project list to Ulf (Cindy)
Completed.

d. Capture all projects in strategic plan on meeting agendas (Ulf)
Completed. We need to revisit each project once or twice a year to check in with the project manager to make sure everything is on the right track. And, to see if there is anything the

committee can do to facilitate any outstanding issues. Proposed new traffic records projects will be reviewed by the ATRCC and reviewed again prior to completion. The Traffic Records Coordinator could be responsible for preparing project summaries to accelerate the review. Updates will be posted to NHTSA's online system.

III. Other Short Business?

a. Insurance Verification (Kerry)

Rick was supposed to be here for a demo, but he's not available. The Bill died after being held up in committee. They will look for some quick funding, and phase one and two will work for law enforcement and courts' National Law Enforcement Telecommunication System (NLETS).

b. Clarification on the 12-200 training project (Kat)

This issue was discussed briefly to allow some meeting participants to be briefed on the status of 12-200 form changes. Our meeting minutes from the August 18, 2008 meeting reflect that the committee unanimously passed a motion that the ATRCC recommends that DPS keeps a running 12-200 "change wish list" that is reviewed periodically, or when the law is revised, until such time as there are enough items or stakeholder support to resurrect this effort.

IV. CSG Action Items – Working Session (Ulf)

Traffic Records Coordinator

Draft a job description.

The committee modified a job description from Washington to draft a Traffic Records Coordinator position description for Alaska and included the following items:

- Responsible for oversight, coordination, and deployment of the traffic records strategic plan.
- Revise/update traffic records strategic plan annually.
- Responsible for updating the monitoring system for the traffic records strategic plan.
- Serve as admin support for the ATRCC.
- Serve as liaison between the CSG and the ATRCC.
- Be a single point of contact for policy analysis, oversight, and coordination of traffic records issues.
- Coordinate and assist state agencies in developing grant and budget proposals to fund traffic records initiative.
- Evaluate and report annually to the ATRCC on current traffic records practices, procedures, and policies in Alaska.
- Perform annual reviews of emerging traffic records practices, procedures, and policies.
- Report regularly to the ATRCC and CSG at scheduled meetings.
- Develop an ATRCC web site which would include current activities and serve as a resource for members, agencies, and the public.
- Attend state and national conferences on traffic records.

- Archive all relevant research materials and informational documents into Alaska's Traffic Safety Information Systems. (NHTSA's website).
- Create a traffic safety resource guide, using data from the various reports and databases already in existence.
- Develop a TRS of multiple databases that users can access through a single portal. See 2007 Traffic Records Assessment's section 1C called Data Integration, bullet 2 entitled Support Centralized Access to Linked Data".

Possible funding sources were also identified. The committee then discussed whether we had accomplished enough to go back to the CSG. The consensus was to present our work to keep up the momentum.

Action Items

1. Cindy will send out a new Doodle calendar request.
2. Cindy will contact Tony Piper and invite him to attend the ATRCC.
3. Cindy and Shirley will work on a webinar of the NHTSA reporting system.
4. Kat will check on availability of the AST conference room for November and December.
5. Kerry and Rick will prepare an Insurance Verification presentation for the next meeting.
6. Ulf will email the bail comparison file to Diane.
7. Ulf will clean up the TR Coordinator job description and send it out for comments.
8. Ulf will present the job description to the CSG at their November 4th meeting.

Next ATRCC Meetings: Nov 20 & Dec 18 @ 1:30-4:30 p.m.